

TRAFFIC MANAGEMENT SPECIALIST

GENERAL DEFINITION OF WORK:

Performs responsible protective service work ensuring the safety of children at intersections and crosswalks while they are going to and from school. Work involves directing children and adults across streets, guiding and controlling vehicle traffic, and communicating effectively with children and adults. Work is performed under general supervision of a School Resource Officer.

ESSENTIAL FUNCTIONS/TYPICAL TASKS:

Performs responsible protective service work ensuring the safety of children at intersections and crosswalks while they are going to and from school.

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Controls vehicular and pedestrian traffic at crossings to allow children to cross safely;
- Directs traffic movement, using signs, flags, whistles or hand signals;
- Communicates traffic and crossing rules and other information to students and adults;
- Maintains discipline of children, ensuring conformance with traffic and crossing regulations;
- Reports unsafe behavior of children to school officials;
- Reports accidents, traffic violations, suspicious activity and hazardous conditions;
- Works closely with the School Resource Officer;
- Substitutes at crossings outside of assigned area;

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the techniques and practices employed in providing pedestrian and vehicular safety at street crossings; skill in recognizing and managing emergency situations; ability to make on-the-spot, common sense decisions; ability to stand for long periods of time; ability to work successfully in inclement weather; ability to handle situations involving aggressive and impatient drivers; ability to be kind yet firm in dealing with and instructing children; ability to establish and maintain effective working relationships with coworkers, subordinates, other officials and the public.

EDUCATION AND EXPERIENCE:

Any combination of education and experience equivalent to graduation from high school.

PHYSICAL REQUIREMENTS:

This is sedentary work requiring the exertion of up to 10 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects.

SPECIAL REQUIREMENTS:

Must satisfactorily complete in-house field training;
Must possess valid driver's license;
Must pass DMV record check, polygraph, background investigation and credit check;
Must be proficient in the operation of motor vehicles and have suitable driving record;
Must be flexible to schedule changes as needed;

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.